

School Site Plan Review

Effective February 20, 2004, site plan review for all public school projects (K-12) shall be performed by the Bureau of Construction Codes & Fire Safety (BCCFS) on behalf of the Michigan Department of Education (MDOE) pursuant to an agreement with MDOE. This requirement applies to all public and charter school projects. Private and parochial schools shall continue to go through the site plan approval process of the local government.

The criteria for site plan review include, but is not limited to, the following items: 1) barrier-free accessible route(s), 2) on-site vehicle parking, 3) barrier-free accessible parking, 4) fire separation distances, 5) internal access drives and walkways, 6) site grading, 7) site lighting, 8) fencing, and 9) open recreation areas. Where appropriate, items such as storm water drainage, site utilities, fire hydrant layout, fire department, and road (public way) accesses must also be approved by the various state, county, and local governmental agencies that govern these items. This may include driveway access from state trunk lines, utility easements, flood plain regulations, and buildings located near waterways.

Applications for site plan review shall be submitted separately and in advance of the construction code plan review. A separate application form is being developed specifically for the site plan review. **BCCFS will conduct the site plan review and forward its approval recommendations to the MDOE. The final approval decision of the MDOE will be communicated to the applicant in writing by BCCFS.**

The new site plan application form will appear on the BCCFS website in the near future at www.michigan.gov/bccfs.